

SHORT TITLE:

CASE NUMBER:

MEMORANDUM OF COSTS (WORKSHEET)

1. Filing and motion fees

Paper filedFiling fee

- a. _____ \$ _____
- b. _____ \$ _____
- c. _____ \$ _____
- d. _____ \$ _____
- e. _____ \$ _____
- f. _____ \$ _____

g. ☐ Information about additional filing and motion fees is contained in Attachment 1g.

TOTAL 1. \$

2. Jury fees

DateFee & mileage

- a. _____ \$ _____
- b. _____ \$ _____
- c. _____ \$ _____
- d. _____ \$ _____

e. ☐ Information about additional jury fees is contained in Attachment 2e.

TOTAL 2. \$

3. Juror food: \$ _____ and lodging: \$ _____

TOTAL 3. \$

4. Deposition costs

Name of
deponentTakingTranscribingTravelVideo-
tapingSubtotals

- a. _____ \$ _____ \$ _____ \$ _____ \$ _____ \$ _____
- b. _____ \$ _____ \$ _____ \$ _____ \$ _____ \$ _____
- c. _____ \$ _____ \$ _____ \$ _____ \$ _____ \$ _____
- d. _____ \$ _____ \$ _____ \$ _____ \$ _____ \$ _____

e. ☐ Information about additional deposition costs is contained in Attachment 4e.

TOTAL 4. \$

(Continued on reverse)

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5. Service of process

	<u>Name of person served</u>	<u>Public officer</u>	<u>Registered process</u>	<u>Publication</u>	<u>Other (specify)</u>
a.	_____	\$ _____	\$ _____	\$ _____	\$ _____
b.	_____	\$ _____	\$ _____	\$ _____	\$ _____
c.	_____	\$ _____	\$ _____	\$ _____	\$ _____
d. <input type="checkbox"/> Information about additional costs for service of process is contained in Attachment 5d.					

TOTAL 5. \$

6. **Attachment expenses** (specify): 6. \$

7. **Surety bond premiums** (itemize bonds and amounts): 7. \$

8. a. Ordinary witness fees

	<u>Name of witness</u>	<u>Daily fee</u>	<u>Mileage</u>	<u>Total</u>
(1)	_____	_____ days at _____ \$/day	_____ miles at _____ ¢/mile	\$ _____
(2)	_____	_____ days at _____ \$/day	_____ miles at _____ ¢/mile	\$ _____
(3)	_____	_____ days at _____ \$/day	_____ miles at _____ ¢/mile	\$ _____
(4)	_____	_____ days at _____ \$/day	_____ miles at _____ ¢/mile	\$ _____
(5)	_____	_____ days at _____ \$/day	_____ miles at _____ ¢/mile	\$ _____

(6) ☐ Information about additional ordinary witness fees is contained in Attachment 8a(6).

SUBTOTAL 8a. \$

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MEMORANDUM OF COSTS (WORKSHEET) (Continued)	

8. b. **Expert fees** (per Code of Civil Procedure section 998)

<u>Name of witness</u>	<u>Fee</u>
(1) _____	_____ hours at \$ _____ /hr ... \$ _____
(2) _____	_____ hours at \$ _____ /hr ... \$ _____
(3) _____	_____ hours at \$ _____ /hr ... \$ _____
(4) _____	_____ hours at \$ _____ /hr ... \$ _____
(5) <input type="checkbox"/> Information about additional expert witness fees is contained in Attachment 8b(5).	

SUBTOTAL 8b. \$

c. **Court-ordered expert fees**

<u>Name of witness</u>	<u>Fee</u>
(1) _____	_____ hours at \$ _____ /hr ... \$ _____
(2) _____	_____ hours at \$ _____ /hr ... \$ _____
(3) <input type="checkbox"/> Information about additional court-ordered expert witness fees is contained in Attachment 8c(3).	

SUBTOTAL 8c. \$

TOTAL (8a, 8b, & 8c) 8. \$

9. **Court-ordered transcripts** (specify): 9. \$

10. **Attorney fees** (enter here if contractual or statutory fees are fixed without necessity of a court determination; otherwise a noticed motion is required): 10. \$

11. **Models, blowups, and photocopies of exhibits** (specify): 11. \$

12. **Court reporter fees** (as established by statute)

a. (Name of reporter): _____ Fees: \$ _____

b. (Name of reporter): _____ Fees: \$ _____

c. ☐ Information about additional court reporter fees is contained in Attachment 12c.

TOTAL 12. \$

13. **Other** (specify): 13. \$

TOTAL COSTS	\$ _____
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(Additional information may be supplied on the reverse)

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MEMORANDUM OF COSTS (WORKSHEET) (Continued)

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